

IC Memorandum 12-33



To: KEHP Insurance Coordinators

From: Department of Employee Insurance (DEI)

Re: Open Enrollment Training for 2013

Date: September 5, 2012

Commonwealth of Kentucky
Personnel Cabinet
Department of Employee Insurance
2nd Floor, State Office Building
501 High Street
Frankfort, Kentucky 40601

Web Site: www.KEHP.ky.gov

Open Enrollment for the Kentucky Employees' Health Plan is just around the corner. This year training is by webinar and you can choose from one of four sessions on September 18 and September 19. Insurance Coordinators have the opportunity to select the morning session, 10am-12am or the afternoon session, 2pm-4pm.

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This training reviews the Open Enrollment process, changes for the 2013 plan year, plan options, policy and procedure updates, and how to enroll online via KHRIS Employee Self Service (ESS). **THIS IS NOT KHRIS TRAINING!**

Please complete the training registration below by clicking on the Webinar time and date you wish to attend. After registration, you will receive a confirmation email containing information about joining the webinar.

September 18 10:00am – 12:00pm:
<https://www4.gotomeeting.com/register/767466039>

September 18 2:00 pm – 4:00pm:
<https://www4.gotomeeting.com/register/914508799>

September 19 10:00am – 12:00pm:
<https://www4.gotomeeting.com/register/514532015>

September 19 2:00 pm – 4:00pm:
<https://www4.gotomeeting.com/register/442857663>

We look forward to seeing you at training!

